

**ELKO NEW MARKET PARKS COMMISSION
TUESDAY, JUNE 12, 2018
REGULAR MEETING MINUTES**

PRESENT:

Present at Roll Call were Commissioner Zahratka; Commissioner Dornseif; Commissioner Miller and Chair Mike Sutton. Also present were Assistant City Administrator Mark Nagel and Mayor Bob Crawford.

CALL TO ORDER:

The meeting was called to order at 4:04 PM in Conference Room B at Elko New Market City Hall, 601 Main Street.

APPROVE AGENDA:

Mr. Nagel said that there was 1 additional item for the June Meeting Agenda. On motion by Chair Sutton, seconded by Commissioner Zahratka, the June Meeting Agenda was approved with the additional item of Review Christmas Pines proposal on using land to pay for Park Dedication fees.

CITIZEN COMMENTS:

There were no citizens present at the May Parks Commission Meeting to make comments to the Parks Commission.

**APPROVAL OF MINUTES OF APRIL 10, 2018 PARKS
COMMISSION MEETING:**

Upon motion by Commissioner Zahratka; seconded Chair Sutton, the Parks Commission Unanimously approved the April 10, 2018 Parks Commission Meeting Minutes as printed.

APPROVAL OF MINUTES OF MAY 10, 2018 PARKS COMMISSION MEETING:

Upon motion by Commissioner Dornseif; seconded by Commissioner Zahratka, the Parks Commission unanimously approved the May 10, 2018 Parks Commission Minutes as printed.

PETITIONS, REQUESTS, AND COMMUNICATIONS:

Mr. Nagel reviewed the attached article from the Lonsdale Review and New Prague Times on the recent ribbon cutting for Pete's Hill with Commissioners noting that it had been a success. Mayor Crawford added that he hoped the SMSC would consider another program that would enable more trails to be paved.

UPDATES:

Mr. Nagel reviewed the May 30, 2018 ENM Parks Commission Update, which contained 25 items, with the Commissioners.

Chair Sutton reported that the CCEC's focus is on Fire Rescue Days, which is coming up beginning on June 21st.

Mr. Nagel called the Commissioner's attention to the attached copy of the Fire Rescue Days events.

OLD/NEW BUSINESS:

Mr. Nagel handed out a Memo from Jessica Davidson regarding the tentative "lineup" for the Summer Family Fun Nights at the Wagner Park Shelter. Once again, he said, there will be 7 events – one of which is in support of Night to Unite" – on Thursday evenings. The total cost, he noted, will be around \$3,000, including the Coordinator's time and expenses. He also thanked Administrative Assistant Stephanie Schultz for doing a great job on the flyer announcing the events. Upon motion by Commissioner Zahratka; seconded by Commissioner Miller, the Parks Commission unanimously approved the Summer Programs at the Wagner Park Shelter on Thursday evenings.

Mr. Nagel called Commissioner's attention to an email from Leiviska Golf Design offering to design and build a disc golf course in Elko New Market at Windrose Park. Mr. Nagel said that he met with the company and said that the course would be \$8,100, plus some brush clearing by the City. Consensus of the Parks Commissioners was that they were interested in the project, but asked Mr. Nagel to bring back a course design to review at the July Parks Commission meeting. No further action was taken.

Mr. Nagel handed out a Memo from Jessica Davidson regarding the tentative "lineup" for the Summer Family Fun Nights at the Wagner Park Shelter. Once again, he said, there will be 7 events – one of which is in support of Night to Unite" – on Thursday evenings. The total cost, he noted, will be around \$3,000, including the Coordinator's time and expenses. Consensus of those Commissioners present was to move forward in scheduling the events with consideration of final approval at the June Parks Commission Meeting.

Parks Commission members present reviewed the Dakota Acres, First Addition subdivision plan. The consensus of the Parks Commission was that they would like to have a trail easement around the pond for a future trail that would connect with the trail easement on the other side of the pond and were open to options as to where the easement for the trail would be placed to get to the pond. Mr. Nagel said that the developer and the City Engineer had not provided comments on the preference of the Parks Commission to date. He said that he would bring back results at planned Special Meeting of the Parks Commission on June 26th. No further action was taken.

Mr. Nagel reviewed the Sylvester Meadows Concept Plan using the Staff Report for the proposed subdivision. After discussion of the report, a motion was made by Chair Sutton and seconded by Commissioner Miller to concur with the recommendation made by the Community Development Specialist to accept land remnant, if any, surrounding the wetland area as Park Dedication credit as they would abut existing Mahowald Park, and that any additional Park Dedication requirement, if any, be fulfilled by cash contribution to the Park Dedication fund. Further, that a future trail location through the development be planned for consistent with the City's Park and Trail Plan. Motion passed unanimously.

Mr. Nagel said that the City Staff was requesting comments from the Parks Commission regarding the acceptance of a piece of property of about 7.5 acres off of Dakota Avenue at the City's northern boundary instead of the approximately \$40,000 in Park Dedication fees for the Christmas Pines subdivision to be

developed at the corner of CSAH 2 and CSAH 2. Parks Commissioners discussed the proposal at length with the consensus being that they would consider such a proposal, if made and subject to acceptable terms and conditions.

Mr. Nagel reviewed the 2019 Parks Department Budget with the Commissioners noting that it was nearly the same as it was in 2018. He will continue to provide further updates as the 2019 Budget process continues.

Mr. Nagel presented the Findings from the recent 2018 Community Survey conducted The Morris Leatherman Company. He said that the results showed that the City was “in the top 3 of exurban communities” in satisfaction with park facilities and “in the top 5 communities in the Greater Metropolitan Area” in satisfaction with recreational programming. He asked Commissioners to review the document for further discussion at the July Parks Commission Meeting. No further action was taken.

Mr. Nagel presented the Bill List to the Commissioners – Schlomka’s Portable Restrooms for \$710.00. Upon Motion by Commissioner Miller; seconded by commissioner Dornseif, the parks Commission unanimously approved the Bill List as presented.

OTHER BUSINESS:

There were no additional business items to come before the Parks Commission at the June 12th meeting.

NEXT MEETINGS:

The next meeting of the ENM Parks Commission was requested for Tuesday, June 26, 2018. It is a Special Meeting to provide input on 2 subdivision proposals that are on the June 28th Planning Commission Agenda. On motion by Chair Sutton; seconded by Commissioner Miller, the Special Meeting was set for Tuesday, June 26th at 4 PM in Conference Room B of Elko New Market City Hall.

The next Regular Meeting for the Parks Commission was set for Tuesday, July 10, 2018 at 4:00 PM in Conference Room B of Elko New Market City Hall.

PARK COMMISSIONER COMMENTS:

There were no comments provided at the June Parks Commission Meeting by Parks Commissioners.

ADJOURNMENT:

There being no further business to come before the Parks Commission, the June Parks Commission meeting was adjourned by voice vote of Commissioners present, at 5:40 PM.

Respectfully Submitted,

Mark Nagel, Assistant City Administrator